

MINUTES
July 11, 2011
Government Services Committee
City of Batavia

PLEASE NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. Minutes are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. Any references to discussion and/or statements are only to provide greater clarity to the public and they may not reference all, some, or any of an individual speaker's comments.

Chairman Dietz called the meeting to order at 7:33 p.m.

1. Roll Call

Members Present: Aldermen Dietz, Liva, Sparks, Stark, and Thelin Atac
Members Absent: Aldermen Chanzit and Tenuta
Also Present: Aldermen Frydendall, Volk and Wolff; Jason Bajor, Assistant City Administrator; William McGrath, City Administrator; Mayor Schielke (7:48 p.m.); and Connie Rizo, Recording Secretary

2. Items/Removed/Added/Changed

None.

3. Public Comment

None.

4. Approve Minutes for June 27, 2011

Motion: To recommend approval of the 6/27/11 Government Services Committee meeting minutes.

Maker: Sparks

Second: Stark

Voice vote: 5 Ayes, 0 Nays, Motion Carried.

5. Project and Status Update
a. Lincoln Mural

Bill McGrath advised he had no new information to share regarding the Lincoln Mural. Ald. Liva commented that the mural in North Aurora had four quadrants and that it was difficult to take it all in as one passes by in a car, so Batavia should be mindful of not having a mural that is overwhelming in content. Ald. Wolff stated the Geneva mural was

easier to take in as a pedestrian rather than driving past it. Ald. Stark commented the mural in Maple Park was a nice mural. Ald. Stark stated she has researched to try to come up with fresh ideas for the mural in Batavia, but had nothing new/inspirational to provide.

6. Governance

a. Strategic Planning (Bajor)

Bill McGrath advised that Dr. Gabris provided dates in the last week of August that he can conduct six to eight interviews with members of the City Council. McGrath stated he would e-mail the dates to the aldermen. McGrath explained Dr. Gabris would schedule the balance of the interviews upon his return from vacation. McGrath added that Dr. Gabris has provided several dates in October to conduct meetings in the evening to engage in the strategic planning process. McGrath relayed that he would provide the dates to the City Council members to help plan accordingly for these strategic planning sessions.

Chairman Dietz advised he wanted to keep the question open that was brought up in previous sessions about strategic planning for the City Council vs. strategic planning for the City of Batavia. Ald. Stark mentioned that in her research many cities have both a mission and vision statement for their Council as well as for their town. There was a brief discussion on how the aldermen saw the issue of strategic planning for the City Council vs. strategic planning for the City of Batavia. McGrath pointed out that Jason Bajor's presentation on defining values, vision, and mission would address some of the issues raised. McGrath added the strategic plan was of the City Government as led by the City Council, the vision is the community's vision, and the mission and objectives are the attempts to fulfill that vision, with Governance being the internal workings of these groups. Ald. Wolff expressed that the strategic plan is what the City does and the governance decisions are how to work through that plan with the inner workings of the Council, Committees, and City Staff.

b. Visioning

Jason Bajor stated that what was driving all of these discussions is the strategic plan, with the Council coming together and identifying the different objectives and goals and prioritizing them. Bajor shared that having a clear sense of the values, vision, and mission for the staff is very helpful especially as budgets are being established. Bajor provided a PowerPoint Presentation on defining the values, vision, and mission (refer to document) and also suggested to the Committee to read the source text "Strategic Planning for Local Government," by Gerald L. Gordon.

There was discussion on the pros and cons of updating and/or changing the vision and mission and perhaps substituting the word vision for values. After the discussion it was decided that Ald. Thelin Atac would provide her write up of the vision to Bajor. Chairman Dietz suggested everyone read the comprehensive plan and send to Bajor

their top 10 to 25 issues they feel should be priority focus for the City/Council and to identify whether the issues are a project or a philosophy.

c. Code Review (City Administrator Discussion)

The Committee Members read aloud the documentation entitled 1-7-1: City Administrator. The aldermen provided suggestions or possible wording revisions for this document. Mayor Schielke provided history about how the City Administrator position came into existence in Batavia. Mayor Schielke expressed that the City Administrator role/duties should be updated.

There was discussion regarding how the aldermen are involved in the hiring process, but the majority felt the aldermen should also be part of termination situations. McGrath commented how the personnel manual covers these topics and advised he would distribute the appropriate sections of the personal manual for aldermen's review. Ald. Sparks commented how the City Administrator is a full-time job and the aldermen have part-time roles, and commended McGrath in his role as City Administrator, but reiterated that the aldermen should be involved in terminations.

Ald. Volk and Ald. Wolff made comments on how changing some of the inconsistencies in the City Code relative to the City Administrator role might also necessitate changes in the role of the Public Works Director and who has control over what. Chairman Dietz requested documentation 1-7-9: Public Works and code information on the Finance Director be provided and a mid-year financial report be added to the agenda for the next Government Services meeting. Ald. Frydendall mentioned that review of the State Statute also needs to take place to discuss enabling of the type of City Council that exists in Batavia. Chairman Dietz stated it would be wise to review the IML manual relative to these topics discussed at this meeting.

7. Other

None.

8. Adjournment

A motion was made by Ald. Thelin Atac and seconded by Ald. Liva to adjourn the meeting at 9:19 p.m. All were in favor and the motion was carried.

Minutes prepared by
Connie Rizo